



Antrim Conservation District
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ANTRIM CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING APPROVED MEETING MINUTES FOR JULY 26, 4:00pm

Call meeting to order by Chairman at 4:00pm

Attendance Board/Partners/Staff/Public:

Board Members Present: Bryan Smith, Randy Johnson, Adrienne Wolff

Absent: Zach Gosnell

Staff: Melissa Zelenak, Bethany Truckey, Lindsey Bona-Eggeman, Kyle Williams, & Mike Meriwether

Public: Jim Palowicz

Agenda Review and Approval *motion by Johnson, second by Wolff, motion carries 3-0*

Public Comment: n/a

Staff, Partner, and Committee Reports

Staff: CAKE, written report supplied, garlic mustard removal, talking with Sue Svenson(?) at Glacial Hills regarding consideration of part time staff sharing with Glacial Hills for invasives work, good participation at Elk Rapids Garden Walk. Forestry: written report supplied, ACD Forestry book to be sent to Mission Point Press, staff and board tour at the Cook-Martin Preserve, potential to consider conservation or MDARD monitored easement. Soil: written report supplied, new assistant performing well. Executive Director: written report submitted. *Motion to accept committee and staff report by Gosnell, second by Wolff, motion carries 3-0.*

Partners: MDARD written report submitted, reminder fiscal year ends September 30, all reports due October 5. MAEAP written report submitted. Food Safety written report submitted. NRCS written report submitted.

Correspondence: Torch Conservation Center 10th Anniversary August 21 6-8pm at the True Blue Gallery in Alden

Approval of July 5, 2023 Minutes *motion by Wolff, second by Johnson, motion carries 3-0*

Financial Review and Requests *motion to approve the financials for June 2023 by Wolff, second by Johnson, motion carries 3-0*

Grant Updates

TRP/EGLE Recycling Grant in progress, on site inspections to begin in August, Antrim County Public Buildings Start Recycling Project grant remains under review

New Business

CORRECTION TO JUNE 2023 BOARD MEETING MINUTES: "2024 Appropriation Request to Antrim County, motion by Wolff, second by Gosnell, to remain at 2022 appropriations for soil, forestry and HHW and to increase recycling to \$25,000 due to increase costs, motion carries 3-0." Correction should read "remain at 2022 appropriation request for HHW and to increase to accommodate staff raises and increased costs for recycling from \$20,000 to \$25,000 due to increased costs" *Motion by Wolff, second by Johnson, to make correction to the June 2023 board meeting minutes, motion carries 3-0*

Consider appointment of new board director Kathleen Peterson. *Motion by Johnson, second by Wolff, to appoint Kathleen Peterson to the ACD board of directors due to a vacancy resulting from non receipt of petitions from the public for the annual election, term to end on July 26, 2024, motion carries 3-0.*

Board of Directors Retreat/Planning Work session set date September 6, 2023 from 12pm-3pm

Old Business

Convert temporary position into full time: Due to positive performance, attitude, and work product, Zelenak requests making the temporary position of Office & Program Assistant, held by Angie Les, a permanent position. Hourly wage is currently \$16.00 per hour. Budget impact for the rest of the year is approximately \$256 per week, 22 weeks is \$5,632. *Motion by Johnson, second by Wolff, roll call vote, Smith-Yes, Johnson-Yes, Wolff-Yes, motion carries 3-0.*

Adoption of Investment Policy for the Antrim Conservation District, *motion to adopt the ACD Investment Policy by Johnson, second by Wolff, motion carries 3-0.*

Due to superior interest rate and ease of use, the ACD will transfer funds from the Alden State Bank general and forestry accounts to MiCLASS, an public investment firm as follows: \$200,000 from the general checking account and \$75,000 from the forestry fund account. Zelenak to prepare and execute appropriate documents and present monthly account balances along with the regular financial reports. *Motion by Johnson, second by Wolff, to transfer funds, roll call Smith-Yes, Johnson-Yes, Wolff-Yes, motion carries 3-0*

Peg Comfort will be awarded the ACD 2023 Conservation Steward of the Year at the 2023 ACD Annual Meeting based on longtime dedication and work towards environmental improvements in Antrim county.

Meeting adjourned by Johnson, second by Wolff, motion carries 3-0

Minutes prepared by Zelenak 7/26/23